

# INVITATION TO BID

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Sealed bids will be received until the closing time of 2:00 p.m. on **WEDNESDAY, SEPTEMBER 30, 2015**, and will be publicly opened and read aloud in the offices of the Architecture & Engineering Division, 1520 East Sixth Avenue, P.O. Box 200103, Helena MT 59620-0103, for: **RETROFIT ELEVATORS, CAPITOL COMPLEX, DEPARTMENT OF ADMINISTRATION, HELENA, MONTANA, A/E #2012-30-03.**

Bids shall be submitted on the form provided within the Contract Documents. Contract documents may be obtained at the offices of:

**JGA ARCHITECTS ENGINEERS PLANNERS**  
**3395 GABEL RD STE 110**  
**BILLINGS MT 59102**  
**406 245-6363 [dpetersen@jgaarchitects.com](mailto:dpetersen@jgaarchitects.com)**

No deposit is required for a plan set.

***A PRE-BID WALK-THROUGH IS SCHEDULED FOR WEDNESDAY, SEPTEMBER 9, 2015, at 10:00 A.M. PARTICIPANTS SHOULD MEET AT THE ARCHITECTURE & ENGINEERING DIVISION OFFICE, ROOM 33 METCALF BUILDING, IN HELENA. ATTENDANCE IS STRONGLY RECOMMENDED.***

Bids must be accompanied by a bid security meeting the requirements of the State of Montana in the amount of 10% of the total bid. After award, the successful bidder must furnish an approved Performance Security and a Labor & Material Payment Security each in the amount of 100% of the contract.

No bidder may withdraw his bid for at least thirty (30) calendar days after the scheduled time for receipt of bids except as noted in the Instructions to Bidders.

The Owner reserves the right to reject any or all bids and to waive any and all irregularities or informalities and the right to determine what constitutes any and all irregularities or informalities.

*The State of Montana makes reasonable accommodations for any known disability that may interfere with an applicant's ability to compete in the bidding and/or selection process. In order for the state to make such accommodations, applicants must make known any needed accommodation to the individual project managers or agency contacts listed in the contract documents. Persons using TDD may call the Montana Relay Service at 1-800-253-4091.*

**ARCHITECTURE & ENGINEERING DIVISION  
DEPARTMENT OF ADMINISTRATION  
STATE OF MONTANA**